

MINUTES
GREEN BAY TRANSIT COMMISSION
Wednesday, October 18, 2017
901 University Avenue, Commission Room
8:15 a.m.

MEMBERS PRESENT: Roger Kolb, Chair; Secretary, Kevin Kuehn; Alderman Randy Scannell and Emily Ysebaert

ABSENT: John Withbroe, Vice Chair; Rashad Cobb and Ron Antonneau

STAFF PRESENT: Patty Kiewiz, Transit Director; Essie Fels, Recording Secretary; Alex Sweetman, Accountant

OTHERS PRESENT: Lisa Conard, Brown County Planning; Alderperson Dave Nenning, Vice President of Bellevue; Steve Soukup, Trustee of Bellevue; Adam Gauthier and Vincent Caldara, MV Transportation

1. Call the meeting to order

Chair R. Kolb called the meeting to order at 8:16 a.m.

2. Approval of Agenda

R. Kolb stated that he have two gentleman from the Village of Bellevue I would like to move item #11 Other Business, to agenda item #2. The agenda was amended and R. Kolb stated to continue with item #3.

K. Kuehn made a motion to approve the amended October 18, 2017 agenda. R. Scannell seconded the motion. Motion carried.

11. Other Business

Chair R. Kolb stated that gentleman from the Village of Bellevue would like to discuss the bus route changes in Bellevue.

Director Kiewiz stated that the Village of Bellevue wanted to come and speak in regards to some of the changes Metro is proposing for 2018, which is reflected in the budget.

Adam Gauthier-Bellevue Trustee; thanked the Commission for allowing him to speak. He has met with Patty in the past for the potential changes coming. We have had a lot of requests for expansions of our bus routes. However, Bellevue doesn't want to put high and special assessments on other

members of the community. Trustee Gauthier stated he was not aware of the potential costs associated with the route changes. He felt it was an ultimatum; take or leave; either have bus service or not. It is very hard to swallow an increase of \$60,000-\$70,000 for 2018 and 2019 having the full cost of \$160,000. We're not opposed to it being added but taken off guard for the price increase. He thanked the commission for listening to his concerns and their service.

K. Kuehn thanked Trustee Gauthier for coming and being a trustee. He stated we would like to have good communication as possible. We can make certain that you have the information you need; that your staff has information they need and that the information is shared to the appropriate individuals. Your residents will be happy with the services of the buses and regrettable you feel we did not give you enough notice of the time.

E. Ysebaert inquired if Bellevue has determined if this would be passed on as raw based taxes to your households and what would this be?

A. Gauthier stated it would be .03 cents per \$1,000 household; just for 2018. This would be additional to the police officer we are bringing on with this budget.

E. Ysebaert commented you have request for this service; people have to realize there is a cost to provide this service. She asked Patty to give a timeline of the discussion of this East Side Hub.

Director Kiewiz stated the study was conducted in partnership Brown County Planning back in 2105. The study covers the implementation of an East Side Hub. Director Kiewiz stated her goal has been to design the system with additional hubs for two main reasons; one, to allow riders to navigate the system without generating unnecessary ride times and second, to allow other area municipalities to join on to the system without generating additional cost for other municipalities. Fixed Route system is based upon the miles that operate in each community and Paratransit service is based upon the population of each of those areas. The study back in 2015 showed the current mileage for Bellevue to be roughly 32,000 miles and did show it going up an additional 42,000; for a total of approximately 74,000 miles, more than doubled. Director Kiewiz stated she presented the study at a Bellevue board meeting in the spring of 2016. She had met with the Village Administrator and Planner to discuss areas of importance for service. All areas the village thought were a necessity will be serviced with the new routes. The specific dollar discussion started in July 2017. She also presented to the Bellevue Village Board in August 2017. Director Kiewiz did request a meeting with the Village President to discuss the potential changes. However, it was suggested by Village staff to present to the entire board, which was done in August of 2017.

E. Ysebaert inquired if the staff prepares the budget for Bellevue.

Director Kiewiz stated she believes the staff does and it was followed up by Trustee Gauthier stating yes. Director Kiewiz stated it is a substantial increase. The Route 18 will only service Bellevue and meet at the Eastside Hub for transfers this route will no longer come to the main hub. It also has a lot of additional service that they currently do not receive.

E. Ysebaert inquired if Bellevue was prepared to make any increase to the budget.

A. Gauthier stated for 2018 yes we have it added to the budget, but for 2019 it will mean a substantial increase in taxes.

E. Ysebaert inquired as to why Bellevue is here today and what the concerns are.

A. Gauthier stated the reason we are here today is to see if we can postpone the route changes going into Bellevue.

E. Ysebaert stated this sounds like a discussion that Bellevue needs to have internally; not with Metro. This process was worked through staff, put in the budget, approved.

Director Kiewiz commented that Route 14 that is a small amount of miles in the Village of Bellevue and in addition to Route 18 that route would be all Bellevue. She has informed staff of Bellevue she could make changes to Route 14 that would not service Bellevue; however that will take away service to Bellin College of Nursing, YMCA and to the Village Hall. With this change it would be about \$15,000 less. Director Kiewiz stated she was asked by staff if this change was made, could it be later implemented. Director Kiewiz stated staff could look at that but I would not be able to promise. Changes would need to be made to Route 14. To come back in a year and change it again or not service an area would not be welcomed generally by the public or the riders. Route 18 is strictly Bellevue. The question for Bellevue is “do you want transportation services or not? The option of staying status quo as we operate today is not an option for Metro with the implementation of the East Side Hub. The reason for that is we would have a route that is traveling right along with another route causing an increase cost to the City of Green Bay and not utilizing our state and federal dollars in the most efficient manner. If the fixed route is reduced or eliminated; it would have the same impact on paratransit. One service does not operate without the other.

Steve Soukup-President of Bellevue; he thanked the Commission for allowing him to speak. We have a small board when we switched from a town to a village we cap our same amount of individuals on the board. Our tax rate is \$2.77 per \$1,000 household. So that’s why people like coming to Bellevue for that reason; we do charge for road assessments. He stated over the years he has only received 3 calls on adding bus service. President Soukup shared his concern on the increase in transit over the years. He stated Bellevue looks at a conservative way of adding service by one street at a time. In 2019 he stated the village would get hit with \$160,000 and this is the concern. This was not in our budget; you put it in our budget. Our citizens have not requested this expansion of service. The Village of Bellevue outsources a lot of their services such as lawn cutting for our parks, police protection with Brown County, our garbage pickup and all of our critical engineering. This is how we are able to keep our tax dollars low. He then asked the Commission if there was a way to move the date to July, August 1st or even September for implementation?

Director Kiewiz stated that we could push the implementation an additional month. Her only concern is not to go past August 1st; because of utilization by so many students. We do not like to make route changes after school is in session or winter months. Another area of saving would be service hours; length of time that is provided for the course of the day. We don’t want to make the service undesirable; the proposed route will be 30 minutes.

K. Kuehn commented it would be his recommendation for the Village of Bellevue and Patty to sit down together to discuss and come up with an arrangement that works for everyone. The bottom line is our communities need the service.

3. Approval of the minutes of the September 20, 2017 meeting

K. Kuehn made a motion to approve the minutes from the September 20, 2017 meeting. R. Scannell seconded the motion. Motion carried.

4. Discussion/Action: Mobility Management Agreement between Green Bay Metro and ADRC of Brown County

K. Kuehn made a motion to approve the Mobility Agreement between with Green Bay Metro. E. Ysebaert seconded the motion. Motion carried.

5. Discussion/Action: Tire Bid

Director Kiewiz provided background information regarding the bid for leased tires.

K. Kuehn made a motion to approve the award for the project to the lowest responsive vendor. E. Ysebaert seconded the motion. Motion carried.

6. Paratransit Reports

P. Kiewiz stated staff at Metro has conducted a Paratransit survey for 2017. This just gives us an idea and measures how well we are doing and if we need to make any adjustments or modifications on our end.

P. Kiewiz provided a brief overview of the results of the survey.

Survey Participation Percentage	14%
Overall Safety Satisfaction	87%
Overall Customer Service Satisfaction	89%

P. Kiewiz stated if the Commission would have any questions, she would be happy to address them.

7. Marketing Report

Director Kiewiz stated packets included reports through September. Staff is available to answer any questions.

8. Operational Reports

Director Kiewiz provided a brief overview of the ridership reports for Fixed Route, Paratransit and September's monthly schedule adherence, which is at 93.56%. Director Kiewiz stated that if the Commission would have any questions, she would be happy to answer them.

9. Financial Reports

Director Kiewiz provided an overview of the revenue and expense reports. Currently, Metro is under budget.

10. Directors Reports

Director Kiewiz stated staff had attended the Wisconsin Public Transportation Association State Conference in Oshkosh.

The G-Line has concluded for another year. We expect the ridership to grow more once the Titletown District is complete.

Staff has been busy with many RFP projects. The security system project should be kicking off this week. Working on support vehicles and sandblasting of the canopy.

The month of October staff are allowed to wear their Green Bay Metro pink breast cancer awareness t-shirt on Wednesday's. We also have placed the pink ribbons on the front of all our buses.

L. Conard commented that Amazon Headquarters contacted Brown County Planning and requested transit information.

12. Establish the date of the next meeting

The next meeting of the Transit Commission is scheduled for Wednesday, November 15, 2017 at 8:15 a.m.

13. Adjourn

Motion made by R. Scannell, seconded by E. Ysebaert, to adjourn at 9:16 a.m. Motion carried.

Respectfully submitted,

Essie Fels
Recording Secretary